

MIAMI BEACH FIRE DEPARTMENT
Fire Prevention Division
Special Events Unit
BONFIRE APPLICATION FORM



Event/Client: _____

Date: _____ Start Time: _____ End Time: _____

Location(s): _____

Company/Coordinator: _____

Business Address: _____

Contact Person: _____ Mobile: _____

Telephone: _____ Fax: _____ E-Mail: _____

Display Operator: _____ Mobile: _____

Signature of Applicant: _____

The following is a list of related documents required for the process of all permits:

- A detailed site plan showing a diagram of the display area.
- Materials list showing the quantity, size, and manufacturer of all devices to be used in the display.
- Bonfire Permit Fee: **\$140.00** (non-refundable)
Please make check payable to: **City of Miami Beach**, 1700 Convention Center Drive Miami Beach, FL 33139
3rd Floor, Finance Department, Attn: Nathan Neal
- **Commercial General Liability limits of \$1,000,000.**
 - The City of Miami Beach must be listed as a CERTIFICATE HOLDER and ADDITIONAL INSURED.
 - **Certificate Holder must show the City of Miami Beach's address:** City of Miami Beach 1700 Convention Center Drive Miami Beach, FL 33139.
 - **The City of Miami Beach is included as an additional insured.**
 - **Proof of Worker's Compensation:** companies employing more than three (3) employees are required to carry Workers Compensation insurance per Florida law.If you do not carry workers compensation because you do not employ more than three employees please provide us with a letter stating applicable exemption.
- All of the above must be completed **14 days before the event.**

An approved Permit must be on site during all phases of operation

This portion completed by the Miami Beach Fire Department will serve as the permit:

Comments: _____

Approved by: _____ Date: _____

SPECIAL EVENTS UNIT
1901 Convention Center Drive, Miami Beach, FL 33139
Telephone: (786) 276-2620; Fax: (786) 276-2644; e-mail: firespecialevents@miamibeachfl.gov